

About TEACH program of RILM:

Rotary International's successful "End Polio" program that resulted in eradication of polio, totally from India and from nearly 99% of the world, has motivated the Rotarians in South Asia to adopt "Rotary's Total Literacy Mission". In India, the Rotary India Literacy Mission wishes to achieve the literacy goals through its T-E-A-C-H program.

T – Teacher Support, **E** – E-learning, **A** – Adult Literacy, **C** – Child Development, **H** – Happy School. Thus, the **T-E-A-C-H** "program" includes five "projects", each with specific focus but inter-linked with the others in objective and content so as to contribute to the program goal of Total Literacy accompanied with improvement in learning outcome of primary education and spread of adult literacy in various parts of the country.

Child Development project:

This project aims to promote education of out-of-school children aged between 7 to 14 years, including those who are either differently-abled or otherwise at risk, by facilitating their access to mainstream State-funded primary/elementary. This is a one-year project.

The project is named as '**Asha Kiran – A ray of Hope**'.

Criteria for selection of children under Asha Kiran project of Rotary India Literacy Mission (RILM):

- The Child is between age group 7 to 14 years
- Child who has never been to school
- Child who is not attending school but nominally enrolled, irregular or absent for more than 45 days without informing the school
- Child who is a laggard ((e.g. the child's age is 12 years but can read text of only Class II & III etc).

Priorities should be given to following socially vulnerable groups:

children at risk, like children of inmates, children in conflict with law, runaway children, children of sex workers, children of migrant workers, victims of child labour practices, HIV positive children, children of HIV positive parents, orphans and children in need of care and protection.

The activity sets included in this project broadly, are:

- i. Facilitating formal education of such children by getting them admitted to mainstream State-funded schools after providing them necessary non-formal education through intermediary centres.
- ii. Engaging in advocacy for (a) provision, in these schools, of statutory amenities based on the needs of such children by leveraging the RTE Act provisions, (b) promoting teacher sensitivity to the needs of these children and (c) appropriate teacher training for handling them.
- iii. It is a nine to twelve months project. The budget for one child will be maximum of Rs. 2000/- depending on the number of children to be taken up.

The release of fund will be in following manner

- 25% of 2000 at the time of admission of the child in informal study center. This will take place after the identification, approval and uploading of data at RILM website of out of school children.

- 25% of 2000 on completion of 3 months in the center. The child must attend the informal study center regularly (at least 75% attendance). A progress report has to be uploaded at RILM website for each child.
- 25% of 2000 when the child gets admitted to formal school or start going regularly to government or government aided school. A progress report has to be uploaded at RILM website for each child.
- 25% of 2000 after the child completes 3 months of formal school with regular attendance (at least 75%). Monitoring report has to be submitted to RILM.

Please send softcopy of proposal to
childdevelopment@rotaryteach.org / program@rotaryteach.org

Get more information on www.rotaryteach.org

Address: Rotary India Literacy Mission, 145, Sarat Bose Road, Kolkata – 700026 | **Ph. No. :** 033-24863434/35

Proposal Format

PART-1 – General Information

1a. Name of the Organisation	
b. Short name of the Organisation (If any)	
2. Name and designation of head of the organization	
3. Registered office address	
4. Correspondence office address (If different from registered office)	
5. Contact no. of Organisation <i>(Please give mobile no. and landline no.)</i>	
6. Website <i>(if any)</i>	
7. Email Address	
8. Registered under (Please mention relevant act)	
9. PAN Details	
10. 80G Certificate Number*	
11. 12A Certificate Number*	
12. FCRA Certificate Number* - <i>*(along with no. please mention the start and end date of validity period)</i>	
13. Annual turnover of the last financial year	

PART-2 BRIEF ABOUT THE ORGANISATION

14. Vision/Mission:

15. List of Executive Committee :

Sl. No.	Name	Designation	Address	Qualification	Profession

16. Thematic areas of Focus/Intervention:

17. List of ongoing projects:

Sl. No	Name of the Project	Year of starting	Amount (Rs.)	Types of fund (FC/Local)	Donor Name	Donor address & Contact No

18. Details of completed projects (Last 3 years):

Sl. No.	Name of the Project	Project period	Amount (Rs.)	Donor Name	Donor address & Contact No.



PART-3

Note: All the information in this section should be strictly about the proposed project

19. Project Objective (As per SMART criteria):

20. Profile of the proposed operational area:

21. Situation analysis of the community (Should be specific on why children between 7-14 years stay out of school):

PART-4 (PROJECT STRATEGY):

22. Tentative Project plan (*in gantt chart*):

Sl. No	Activity/Month	M-1	M-2	M-3	M-4	M-5	M-6	M-7	M-8	M-9	M-10	M-11	M-12
1.	Identification of children												
2.	Profiling of children												
3.	Screening of Children												
4.	Uploading of children profile												
5.	Training of Teachers												
6.	Opening of Asha Kiran Centre												
7.	Asha Kiran centre running												

8.	Monthly MIS uploading												
9.	Parents/guardian meetings												
10.	Advocacy with Local School authority												
11.	Block level advocacy meeting with Govt. Officials												
12.	District level advocacy meeting with Govt. Officials												
13.	Enrolment/re-enrolment/regularized of the children in Govt./Govt. aided school												
14.	Collection of mainstreamed certificates from govt. schools.												
15.	Follow up Children attendance in Govt. School												
16.	Quarterly report submission including financial statement												

17	Project completion report submission												
18	Value addition (Health camps, competitions, exposure visit etc.)												

Note: Above list of activities is not exhaustive

23. Logical Framework Analysis:

Sl. No	Project Objectives	Proposed Activity	Target/Indicator	Proposed Output



PART-5 (Financial Details)

24. Budget

Budget head	Proposed %	Actual %	Units	Unit cost	Total	Q-1	Q-2	Q-3	Q-4
Non recurring cost									
Branding	20%								
TLM & Sports									
Centre set-up cost									
Recurring Cost									
Personnel cost	40%								
Project coordinator									
Field supervisor									
Asha Kiran Teacher									
Training of Teachers	10%								
Advocacy with stake holders	3%								
Travel Cost	10%								
Stationery & printing	3%								
Contingency (scholarship moving in middle / highschool)	4%								
Admin & office expenses	10%								
Total	100 %								

Note: Above is an indicative list of activities, budget should include activities as per plan

25. Bank Details (Local and FCRA both)

Name of the Bank	Address	A/c no	IFSC code	Local/FC

List of enclosures –

1. statutory documents
 - a. Societies Registration Certificate /Trusts Registration Certificate,
 - b. Income Tax Registration Certificates (u/s 12A, 80G, 35AC),
 - c. FC Registration Certificate,
 - d. latest IT Returns,
 - e. latest FC Returns
2. Memorandum of Association
3. Consolidated Audit report for the last 3 years – Auditors report with 10B form
 - a. Balance Sheet, Income & Expenditure account, Receipts & Payment account
4. Income Tax computation
5. Latest Annual Report
6. Books of Accounts, Registers
7. Current Governing Body list
8. Any other documented guidelines being followed

For FCRA account holders –

1. letter sent to MHA for changing the FC bank account /organization address, if any and also acknowledgement letter receipt from MHA
2. FCRA Renewal application form (Form FC-5)
3. FCRA audit report with all annexures
4. Cover letter sent to MHA while submitting FC-3 / FC-6 Returns

Soft copy of the proposals to be sent at childdevelopment@rotaryteach.org and hard copy to be sent to Rotary India Literacy Mission, 145, Sarat Bose Road, Kolkata – 700026

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